

MINUTES

I. Monthly Meeting

a. Call to Order: Chair Suzanne Woodward called the meeting to order at 6:00 pm.

b. Roll Call:

Members Present: Suzanne Woodward (Chair), William Brower (Vice Chair), Raymond Smith, Stuart Peaslee (Alt), Martin Nieski

Members Absent: Victor Peabody, Robert Laurens, Dorothy Durst

Others Present: Tina Lajoie, Cindy Brown, Members of the Public

II. Designation of Alternates: William Brower **MOVED** to **DESIGNATE** Stuart Peaslee as an Alternate; Raymond Smith **SECONDED**; **MOTION CARRIED UNANIMOUSLY.**

III. Review Minutes of November 18, 2019:

Raymond Smith **MOVED** to **APPROVE** the meeting minutes of November 18, 2019 with the following revisions; William Brower **SECONDED**; **MOTION CARRIED UNANIMOUSLY.**

- VI(b): Replace “IWWA members” with “ZBA members” in second and third paragraphs.
- Note for the record that William Brower questioned the difference between a zoning opinion and a zoning decision given by the Zoning Enforcement Officer. Tina Lajoie will have an answer at the next ZBA meeting.

Discussion ensued about the budgeting process. This will be discussed later in the meeting.

IV. New Business (Public Hearing):

a. 19-01 – David Hancock (Jason Christiansen, applicant), 670 Brickyard Road, (Map 5707, Block 02, Lot 66) – Application for Certificate of Location required under 14-54 CGS for Vehicle Repairer’s License.

Chair Woodward invited applicant Jason Christiansen to speak. Mr. Christiansen stated that he is looking to open a business at the above-referenced location, which was a former shop. He will be moving his business from Massachusetts to this location. Work to be performed includes basic mechanics, body work, and general repair.

After researching the location, Chair Woodward stated that she didn’t see any issues based on the criteria that the ZBA is required to follow. There were no concerns by members.

A member of the public questioned what type of permit was currently in place. It was confirmed that a special permit is in place for this property; however, the applicant is applying for a certificate of location.

Martin Nieski **MOVED** to **APPROVE** the Certificate of Location on the Vehicle Repairer's License; William Brower **SECONDED**; **MOTION CARRIED UNANIMOUSLY.**

Raymond Smith **MOVED** to **CLOSE** the Public Hearing; Student Peaslee **SECONDED**; **MOTION CARRIED UNANIMOUSLY.**

V. Old Business: None.

VI. Correspondence and Bills:

a. January 2020 – January 2021 Meeting Schedule

Members received a copy of the January 2020-January 2021 meeting schedule for their information. Meetings will be held the third Monday of the month, at 6:00 pm, except for January and February. January and February meetings will be held the fourth Monday of the month due to the holiday schedule.

VII. Citizens Comments: None.

VIII: Budget Discussion:

Chair Woodward asked Tina Lajoie for clarification on what the ZBA budgets for. Ms. Lajoie explained the application fee is budgeted for, which is \$225 and covers the ZEO's time and legal notice cost. Two public legal notices are required and cost is dependent on the length of the notice. Training and potential legal fees are also budgeted.

It was suggested to have the town's legal counsel, Rich Roberts, attend a meeting to present to ZBA members. Stuart Peaslee would like to better understand the background and protocols in place, as it is a question of intent and interpretation. From time to time, members receive quarterly notices about statewide rulings.

Tina will provide members with updated regulations and other pertinent documentation. It was suggested that packets be created and distributed as new members join the ZBA.

Chair Woodward shared her term length as Chair of the ZBA. She felt it might be time for someone else to be Chair. Martin Nieski felt that the Chairman position should be an annual position. Additionally, having an alternate chair conduct a meeting at least once per year was also offered. Chair Woodward was commended for her continued work as Chair of the ZBA.

Election of officers will be addressed at the January meeting. The annual review of the Bylaws will also take place at that time.

Chair Woodward asked for an update on Mr. Mahoney. Tina Lajoie spoke with Mr. Mahoney since her return as ZEO. Her response to him was that she did not agree with his interpretation. It was recommended he seek legal advice.

IX. Adjournment:

William Brower **MOVED** to **ADJOURN**; Stuart Peaslee **SECONDED**; **MOTION CARRIED UNANIMOUSLY.** The meeting **ADJOURNED** at 6:20 pm.

Respectfully submitted by Cynthia Brown, Recording Secretary

DISCLAIMER: These minutes have not yet been approved by the ZBA.

Please refer to next month's minutes for approval/amendments.